FY 2004 Water Quality Financial Assistance Application - Part 1

WASHINGTON STATE DEPARTMENT OF ECOLOGY

Fiscal Year 2004
Centennial Clean Water Fund (Centennial)
Federal Clean Water Act Section 319
Nonpoint Source Fund
Washington State Water Pollution Control
Revolving Fund (SRF)

Application Instructions are attached after Part 3

ECOLOGY USE

Application Number

Please note: If you are offered financial assistance, the information contained in this application, along with provisions of the offer letter, and project development negotiations will be used in the financial assistance agreement.

1. PROJECT TITLE: (Five words or less)

2. APPLICANT NAME: (Public Body)	**3. FEDERAL IDENTIFICATION NO.:**

4. APPLICANT SIGNATORY: (The person whose name is listed here must sign Box 13 of this application.)	
Name:	
Title:	Telephone Number:
Address:	

5. APPLICANT STAFF CONTACT:	
Name:	
Title:	Telephone Number:
Address:	

6. PROJECT INFORMATION: (Not information on applicant)	
What is the population in the PROJECT area? _____	
Is the PROJECT located in a basin with salmonid stocks listed as threatened or endangered in accordance with the Endangered Species Act?	☐Yes ☐No
Is the PROJECT statewide?	☐Yes ☐No
*If **NO**, (nearly always the case) include county(ies), Water Resource Inventory Area designation(s), Legislative district(s), and Congressional district(s) where at least five percent of the PROJECT will be accomplished, **BELOW**.*	

The total of each separate designation (County, Legislative District, Congressional District, WRIA) must equal 100%

County(ies) of the Project:	
Name	Percent

State Legislative District(s) of the Project:			
	Number	Percent	

Congressional District(s) of the Project:			
	Number	Percent	

Water Resource Inventory Area(s) of the Project:			
	Number	Percent	

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Provide the following geographic location information about your project (information can be obtained using the following internet addresses: http://www.mapquest.com or http://mapsonus.switchboard.com):

		Degrees	Minutes	Seconds	
	Latitude: (e.g., 45 35 30)				
	Longitude: (e.g., 120 45 10)				

For projects where there is not a discrete, single location, use the central point within the project boundary to determine location information.

7. PROJECT DURATION:

Anticipated Start Date:

Project Length: _____ months

Anticipated Project Completion Date: _____

For Water Pollution Control Facility Construction Projects, indicate the anticipated Initiation of Operation Date: _____

8. PROJECT TYPE: (Complete either Box 8a.or Box 8b.)

8a. For Water Pollution Control Activity Projects:

Pease note: To complete the answers in 8a, use Appendix A of *Washington's Water Quality Management Plan to Control Nonpoint Source Pollution, April 2000, amended December 2002*, Publication # 99-26 (under your WRIA) at http://www.ecy.wa.gov/biblio/9926.html.

☐ **Planning project to address:** (Check as many are applicable and describe in Part 2)

_____ Clean Water Act, Section 303(d) listed problem area (see "303 Listed Problem Areas" in Appendix A (referenced above)
_____ Ground water quality (you may wish to refer to Program Guidelines, Appendix M).
_____ Surface water quantity
_____ Air quality from wind blown dust
_____ Public health
_____ Commercial shellfish beds
_____ Recreational shellfish beds
_____ Domestic water supply
_____ Salmonid stock status
_____ Public Education and Communication
_____ Other (Please add to list)

☐ **Implementation**

From the list of "Water Quality Programs" listed in Appendix A (see above) in your WRIA, identify:

- the **program(s)** your project is a part of (e.g. Sulphur Creek BMP Implementation, South Yakima CD; or Kitsap County's Boater Waste Control Program), and/or
- the **plan** whose recommendation or action your project will implement (e.g. Paradise Creek Watershed Plan, Palouse CD; US Forest Service Northwest Forest Plan, etc: **any** plan developed under Chapter 90.82 RCW, *Watershed Planning*, **or** Chapter 400-12 WAC, *Local Planning and Management of Nonpoint Source Pollution* (in the Puget Sound Basin).

*Note: If your approved plan or program is not listed in Appendix A, contact Bill Hashim at 360-407-6551 or bhas461@ecy.wa.gov, **before** you submit this application, check the box and complete the information below.*

☐ Not in Appendix A of the Nonpoint Plan Date you contacted Bill Hashim:____ date of approval: ____ and by whom:_____

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8a. (continued): Remember to describe in detail the program(s) and/or plan(s) identified above in Part 2, Section IV of the application.

Will the proposed project actually reduce any of the following? Nitrogen ☐ Yes ☐ No

(Nor an evaluation consideration) Phosphorus ☐ Yes ☐ No

Sediment ☐ Yes ☐ No

8b. For Water Pollution Control Facility Projects:

Is the purpose of the project to complete a comprehensive planning effort (e.g., general sewer or stormwater) or will it implement site specific planning, design, or construction of a facility?

☐ Comprehensive Planning ☐ Implementation

For implementation projects, has this facility been identified in an Ecology approved plan? ☐ Yes ☐ No

If yes, identify planning document title and date Ecology approval was given

_____ _____

(Title of Comprehensive Plan) (Approval Date)

For implementation projects, provide the following Step Process information:

☐ Comprehensive or General Sewer or Stormwater Plan **combined with** site specific Facilities Plan

☐ Site Specific Facility Planning (Step 1) — Provide the date approved comprehensive plan been completed, which identifies the need for your project?

Date Approved: _____(attach a copy of approval letter)

☐ Design (Step 2) — Provide date of approved facilities plan and any amendments. Date Approved: _____ (attach a copy of approval letter)

☐ Construction (Step 3) — Provide date of approved plans and specifications and any amendments. Date Approved: _____ (attach a copy of approval letter)

☐ Design and Construction (Step 4). — Provide date of approved facilities plan and any amendments. Date Approved: _____ (attach a copy of approval letter)

☐ Alternative Contracting /Service Agreement. Provide date of approved facilities plan or general sewer plan and any amendments.

Date Approved _____ (attach a copy of approval letter and other "Alternative Contracting /Service Agreement Documentation" (**See Program Guidelines, Appendix L,** and email or see Dan Filip at dfil461@ecy.wa.govfor checklist of info. needed with your application)

Do you have an Ecology permit for this project? ☐ Yes ☐ No If yes, permit number: _____

FINANCIAL HARDSHIP ASSISTANCE: (Water Pollution Control Facility Construction Projects Only)

Is a financial hardship assistance loan and/or grant being requested? ☐ Yes ☐ No

If yes, a Financial Hardship Analysis Form must be included with this application. Refer to the Guidelines Appendix G for more information.

9. REFINANCE: (Water Pollution Control Facility **Refinance** Project Proposals Only)

Is this an application for Interim **or** Standard refinance? ☐ Interim ☐ Standard

If the project proposed is a Standard Refinance, be sure to also complete Part 3 of this application form (you do not need to complete Part 2). If your project is an Interim Refinance Project you need to complete Parts 1 and 2.

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10. FUNDING REQUEST: (Identify the amount of funding requested to complete your project.)	
Facility projects may apply for loan funds only.	**Project Amount & Terms:**
Total Project Cost This amount represents the full cost of the project.	$
Eligible Project Cost This amount represents that portion of the project cost that is eligible for Ecology grant or loan assistance.	$
Ecology Grant Request (Activity Projects Only) This amount represents the Ecology grant request at 75 percent of the eligible project cost for an activity project. Keep in mind project ceiling amounts and match requirements. (Refer to the Guidelines, Volume 1, Chapter 7).	$
Ecology Loan Request (Activity or Facility Projects) This amount represents the Ecology loan request, up to 100 percent of the eligible project cost. (Refer to the Guidelines, Volume 1, for loan term and interest rate options).	$ Term:_____ years Interest Rate: _____%
Federal Funds in Project (Activity Projects Only) Identify any sources of federal funds anticipated to complete the project Federal agency(ies) _____,_____, etc	Amount requested (or to be requested from these agencies: $ $ $

IF GRANT FUNDS ARE NOT OFFERED FOR YOUR PROJECT, WOULD YOU ACCEPT LOAN FUNDS FOR PART OR ALL OF THE ELIGIBLE PROJECT COST? ANSWERS WILL NOT AFFECT YOUR GRANT REQUEST PRIORITY

☐ Yes ☐ No

If yes, indicate the total amount of Ecology loan funds requested, the loan term, and interest rate. (Refer to the Guidelines, Volume 1, Chapter 8, for loan term and interest rate options.)

Amount: $ _____

Term: _____ years Interest Rate: _____ %

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11. PROPOSED PROJECT SUMMARY: (50 words or less)

12. APPLICATION CERTIFICATION:	
I CERTIFY TO THE BEST OF MY KNOWLEDGE THAT THE INFORMATION IN THIS APPLICATION IS TRUE AND CORRECT AND THAT I AM THE LEGALLY AUTHORIZED SIGNATORY OR DESIGNEE FOR THE SUBMITTAL OF THIS INFORMATION ON BEHALF OF THE APPLICANT.	
Printed Name	Signature
Title	Date

13. APPLICATION SUBMITTAL:	
Send one original (containing an original signature) and four copies of to:	
U.S. Postal Mailing Address: Department of Ecology Water Quality Program Financial Management Section P.O. Box 47600 Olympia, WA 98504-7600	Overnight Mail or Hand Delivery Address: Department of Ecology Water Quality Program Financial Management Section 300 Desmond Drive Lacey, WA 98503
Applications must be received at the Department of Ecology (Lacey Headquarters Office) no later than 5:00 p.m. on Wednesday, March 5, 2003. No facsimile or electronic applications will be accepted. For electronic copies of this form, use the following internet address: http://www.ecy.wa.gov/programs/wq/funding/2004. To verify delivery of the application by the deadline, you may wish to consider using return receipt mail. *If you have special accommodation needs* please call Kathy Markos at 360-407-6502. The TTY number is 7-1-1 or 1-800-833-6388.	

THIS CONCLUDES PART 1

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FY 2004 Water Quality Financial Assistance Application - Part 2

Note, even though most questions are largely self explanatory, Please read the Application Instructions (attached) for more details, and remember that throughout the application, the project must directly address the problem causing the impairments explained.

Problem and Impairments (Category total: 340 points)

In this section you are asked to explain the water quality problem(s) to be directly addressed and the specific water quality and public health impairments caused by the problem. *Points assigned are cumulative, with a maximum of 340 points.*

A. Overview of the Problem and Summary of Solution

Explain the specifics of the problem (for example, fecal coliform bacteria, sediments, nitrates, etc. are being discharged to the waterbody; facilities are no longer capable of meeting discharge requirements; water temperature has been affected adversely by lack of riparian vegetation; resting area for salmonids have been removed; nitrate is approaching limit for water supplies and source is unknown, etc). Explain specifics below:

Points available (0-40 points) to be assigned by evaluators will be based on your description of the:

- Location and sources of pollution **(0 to 10)**
- Severity of the problem **(0 to 10)**
- Consequences if the problem is not addressed **(0 to 10)**
- Summary of how the problem will be directly addressed by the project **(0 to 10)**

B. Effects of Problem on Effluent and Water Quality Standards

Surface or ground water quality standards being violated, or which are in serious jeopardy of being violated by the problem. In assigning points to the project proposal (based on the description provided), evaluators will be using the following:

Points available (0 to 50 points) to be assigned by evaluators will be based on your description of the:

- Source of information (e.g., 303(d) List, documented monitoring efforts, DMR's) **(0 to 5)**
- Specific parameters affected by problem. Some parameters will have higher priority (e.g., dissolved oxygen and sediments in salmon bearing stream, high fecal coliform bacteria levels in shellfish habitat, etc). **(0 to 10)**

Please note: Even though the 2002 Section 303 (d) list is undergoing revisions before being released, the 1998 list may be useful as you complete the question. It can be found at:http://www.ecy.wa.gov/programs/wq/303d/1998/wrias/1998_water_segs.pdf

- Seriousness of violation or incursion (e.g., specific concentrations, frequency, and duration) **(0 to 15)**
- Clear, direct linkages to the problem to be addressed and violation or incursion and how the project directly addresses the problem(s) **(0 to 20)**

C. Effects of Problem on Impairments of Beneficial Uses (-35 to +150 points)

In one or more narratives, explain **all** specific beneficial uses which are, or are in jeopardy of, being impaired. To receive points, the problem must be directly linked to the impairment and be directly addressed by the project proposed.

Priority points and allocation criteria to be considered on the next page. See Application. Instructions for details.

Specific impairments are:

- Domestic water supplies*
- Habitat of endangered or threatened salmonid stocks or other aquatic species
- Public or commercial shellfish harvesting areas
- Other specific beneficial uses

***Special Note**: Ecology has accepted the recommendation of the State of Washington Department of Health, that in order to be considered for priority points, the domestic water supply that is threatened or degraded must have more than 1,000 connections and (for surface water sources) serve at least 25 percent of the water system's permanent and seasonal residents. These water systems along with specific geographical sections of sole source aquifers that are contaminated. Specific assistance to help in this determination is provided in Appendix M. of the Program Guidelines.

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To be fair to all applicants, negative points may be given for answers that cannot be verified.

Point Allocation Criteria	**Points Available**
• Seriousness of the impairment(s) to beneficial uses	**-5 to +30**
• Immediacy of the need to correct or prevent the impairment(s)	**-5 to +30**
• Quality and size of the area involved	**-5 to +5**
• How the project directly addresses the impairment(s) or the preventive measures proposed.	**-5 to +15**
• Unique characteristics of waterbody and/or specific species being impaired	**-5 to +15**
• Distance between the problem and the impaired areas	**-5 to +5**
• Likelihood that the impairment will be corrected and beneficial uses will be maintained on a long-term basis	**-5 to +50**
Total Points Available	**-35 to+150**

(See Application Instructions for specific limits on points)

As you provide your answer, here are some general characteristics that will be considered by evaluators:

Beneficial Uses Impaired or Threatened	**General Characteristics to be Considered**
• Domestic water supplies (actually impacted by problem) - Highest priority (see Application Instructions). Points available if addressed alone**: (-35 to +150)**.	• According to the Health Department(s) there are "significant exceedences" with drinking water quality standards. Recurrent or continued health advisories have been issued. • There is a documented trend toward advisory or noncompliance. • Past comprehensive wellhead protection or source water protection planning has identified significant potential threats to drinking water quality. **For more information to verify the status of the area of your project, please see Program Guidelines Appendix M.**
• Habitat of endangered or threatened salmonid stocks or other aquatic species (actually impacted by problem). Points available if addressed alone: **(-35 to +120).**	• Addresses "Limiting Factor(s)" identified in a "Limiting Factors Analysis" approved by the Conservation Commission • Addresses local salmonid recovery plan(s) or key actions of *Statewide Strategy to Recover Salmon* **For more information to verify the status of the area of your project, please see Program Guidelines Appendix M. and visit http://www.nwr.noaa.gov/1salmon/salmesa/mapswitc.htm**
• Public or commercial shellfish harvesting areas (actually impacted by problem). Points available if addressed alone**:(-35 to +120).**	• The classification of a shellfish growing area within the proposed project area has been downgraded; or the area's classification is conditionally approved, restricted or prohibited; or DOH did not classify the area because preliminary data indicated the classification would be prohibited. • A shellfish growing area within the proposed project area has been placed on the Department of Health's Early Warning System Threatened List. • Preventive actions may avoid specific, identified potential problems. **For more information to verify the status of the area of your project, please see Program Guidelines Appendix M. and visit http://www.doh.wa.gov/ehp/sf/sf10maps.htm**
Other beneficial uses - of lesser priority (see Application Instructions) Points available in **total** for all "other beneficial uses:" **(-35 to +50)**	For your assistance, you may wish to use parameters leading to impairments described in WAC 173-201A-030 General Water Use And Criteria Classes in:**http://www.leg.wa.gov/wac/index.cfm?fuseaction=Section&Section=173-201A-030)**

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D. Special Public Health Hazard Determination (Rare Circumstances)

You need only address D-1 or D-2 in the rare event that a documented public health hazard as described in the questions presently exists.

D-1. Is the general public presently exposed to unrestricted contact with inadequately treated surfacing septage or raw sewage in a widespread area of human habitation (throughout a town, city, tribal reservation, etc.)?

☐ Yes ☐ No **OR**

D-2. Is the pollution problem, which is directly related to domestic water supply, shellfish harvesting, or primary contact recreation, considered to be a documented "Public Health Emergency" or "Severe Public Health Hazard" by the State of Washington or local Health District or Department?

☐ Yes ☐ No

If the answer to either D-1 or D-2 is yes, contact the Ecology Regional Office immediately and describe the problem and provide documentation from the local and/or Washington State Department of Health (DOH) of the condition. Documentation may be attached and referenced in the response, and it should at least include formal letters or advisories from the Health Department(s) describing the problem and making the declaration. Formal declarations of a "Severe Public Health Hazard" or a "Public Health Emergency" must follow criteria noted in the Glossary to the program Guidelines.

"Public Health Emergency" regarding this problem declared by the State Department of Health **(340 points)**

"Severe Public Health Hazard" regarding this problem declared by the State Department of Health **(170 points)**

"Severe Public Health Hazard" declared by the local County Health Department **(85 points)**

Regardless of the determination above, please continue to answer all questions

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E. TMDL Implementation or Development

Does the project develop or implement a Total Maximum Daily Load (TMDL)? If so, **CHECK ONE** of the four answers below and describe. (Points are not cumulative.). **To be fair to all applicants, negative points may be given for answers that cannot be verified.**

☐ The project substantively implements corrective activities (strategies) as outlined in the summary implementation strategy or detailed implementation plan of an approved TMDL.

Points available (-40 to +100) to be assigned by evaluators will be based on your description of the:

- The number of activities to be effectively addressed **(-10 to +10)**
- The relative importance of the activities **(-10 to +20)**
- Direct linkage to the approved TMDL **(-10 to +30)**
- Level of effort proposed to address the implementation plan **(-10 to +40)**

☐ The applicant is or will be working in partnership with Ecology to develop a TMDL presently being developed or scheduled to be initiated during the period from now through June 30, 2004, for one or more 303(d) Listed waterbodies. Points will be assigned based on the level of coordination and work to be undertaken by the applicant. Only applicants that demonstrate substantial independent capability and practical experience in the description below will receive high priority in this sub-criterion. Please describe how you will coordinate with Ecology to develop a TMDL study.

Points available (-40 to +75) to be assigned by evaluators will be based on your description of how you will:

- Conduct modeling **(-10 to +10)**
- Conduct sampling & data collection per an approved QAPP **(-10 to +15)**
- Coordinate public outreach activities **(-10 to+15)**
- Coordinate development of an implementation strategy **(-10 to +35)**

☐ The project implements specific actions to reduce pollution in a waterbody for a TMDL that is currently under development where actions have been recommended and documented.

Points available (-45 to +50) to be assigned by evaluators will be based on your description of the:

- Degree to which the TMDL is completed **(-10 to +10)**
- Number of activities to be effectively addressed **(-5 to +5)**
- The relative importance of the activities **(-10 to +10)**
- Direct linkage to the TMDL being developed **(-10 to +10)**
- Level of effort proposed by the applicant to address the draft implementation plan **(-10 to+15)**

☐ The project will implement specific follow-up monitoring components of an approved TMDL: **(-10 to+30)**

If you've checked any of the four boxes above, you must **complete the following and provide the description noted**:

Name of TMDL	Status (approved, pending, scheduled)	Approval/scheduled date

Name of Regional Ecology TMDL staff contact	Date of most recent contact

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II. How does your proposed project addresses the water quality problem, your measures of success? (Category total: 340 points)

A. What are the water quality, public health or other environmental results to be achieved or addressed:

A-1. Describe the "**Eventual Environmental Results**" to be achieved **or** directly addressed by the project proposed. Eventual Environmental Results are:

i. **Designated beneficial uses to be restored, (or protected from a serious, quantitatively verified threat). Include data or other documentation to delineate the violation or threat. Attach copy of the documentation.**

ii. **"Severe Public Health Hazard" or "Public Health Emergency" eliminated (see Question I.D.)**

iii. **Regulatory compliance with a consent decree, compliance order, TMDL, etc., achieved**

Points available (0 to 20) to be assigned by evaluators based the clarity of your description. Evaluators will consider the following as they assign points to your answer on your description of the:

- The timeframe within which these eventual environmental results will be achieved
- The relative importance of this proposal toward these results
- The status of other projects undertaken or needed to meet these results

A-2. Describe the "**Project Results**" and other " **Performance Measures**" including **mid-project milestones,**** that will both **qualitatively and quantitatively** directly lead to the "Eventual Environmental Results"

Points available (0 to 75 points) to be assigned by evaluators based on your description of the:

- The specific number and importance of project results/performance measures anticipated **(0 to 25)**
- Clarity of the measurable, quantitative results described **(0 to 25)**
- The level to which the project achieves the Eventual Environmental Results **(0 to 25)**

A-3. Describe the **qualitative and quantitative performance assessment methods** you will use to **make sure your project is a success** and your **continuing monitoring commitment**.

Points available (0 to 35 points) to be assigned by evaluators based on your description of the:

- Qualitative and quantitative "performance assessment methods" during the project, (e.g. before and after (b & a) levels of nitrate in drinking water, b & a salmonid counts of fish returning to spawn, riparian planting survival rates and height, b & a surveys of public education program, b &a dye testing of failed on site septic system surveys, surveys of on-site management including your plan to report, publish, and publicize project results process to be used so others can benefit from your work, etc. **(0 to 20)**
- Documented commitment (after state assistance has ended) to water quality monitoring and, as needed, other performance monitoring and maintenance (e.g. surveys, etc) **(0 to 15)**

**** Examples might include**:

- Establishment and maintenance of a healthy self sustaining riparian corridor by planting and maintaining at least 15,000 trees with a 90%, 4 year survival rate to provide shade to the stream and exclude all cattle from the corridor for a period of at least 20 years along 12 miles of stream.
- Meeting water quality standards along 10-mile targeted segment (where environmental results are to restore beneficial uses along the 50- mile stream).
- Reduction of sediment from 43 to 14 tons/day (where the environmental result are to reduce sediment to 4 tons/day to meet water quality standards).
- A five fold increase (or a specific achievable level) of salmon returning to spawn in four years.
- Substantial, demonstrated and documented behavior or attitude changes, e.g., 90% of agricultural operations have comprehensive approved farm plans and at least 75 % are implementing best management practices, or 80% of residents with failed on-sites will comply with compliance directives/permit requirements in 3 years.
- Addition of unit processes at the wastewater treatment plant to achieve greater reliability where processes have failed "X" times in the past year causing violations of discharge standards, or addition of pump stations to avoid failures where pumps have failed "Y" times in the past year causing violations of discharge standards .

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B. How will the Project Results (and Eventual Environmental Results) be achieved?

B-1. Outline and explain the tasks, activities, and required performance needed to address the water quality problem(s) in a timely manner, using the format shown below. Include information you have gathered to ensure that the project is not a duplication of efforts already undertaken, and that you are using best available science and engineering technology, including proven scientific methods or practicable new or innovative technologies in your approach. Include Task 1- Project Administration /Management and follow with all tasks in the same format.

Points available (0 to 150) to be assigned by evaluators based on the:

- Clarity of purpose
- Scope of the project described
- Completeness in addressing the Project Results and Eventual Environmental Results
- Other project specific considerations

Task 1 - Project Administration/Management

Activities:

A. The RECIPIENT shall administer and manage the project. Responsibilities shall include, but not be limited to: Maintenance of project records; submittal of payment vouchers, fiscal forms, and progress reports; compliance with applicable procurement and interlocal agreement requirements; attainment of all required permits, licenses, easements, or property rights necessary for the project; conducting, coordinating, and scheduling of all project activities; quality control; and submittal of required performance items.

B. The RECIPIENT shall ensure that every effort will be made to maintain effective communication with the RECIPIENT's designees, the DEPARTMENT, all affected local, state, or federal jurisdictions, and/or any interested individuals or groups. The RECIPIENT shall carry out this project in accordance with completion dates outlined in this Agreement.

C. The RECIPIENT shall submit all invoice requests and supportive documentation, to the Financial Manager of the DEPARTMENT.

Required Performance:

1. Effective administration and management of this grant project.
2. Maintenance of all project records.
3. Submittal of all required performance items, progress reports, financial vouchers, and maintenance of all project records.

Total Task Cost (Additive to total project cost): $ _____

Task 2 - ……..

Task 3 - ……..etc.

Provide a map of the area or a sketch of the project area. Sketch project on map, as appropriate. For example:

O =On-site repairs

=Revegetation area

Area or Watershed Name:_____

B-2. Describe the proposed project management team (including: **1. Specific level of involvement of members**, or the criteria to be used for selection; **2. Relevant professional credentials**, unique expertise (no resumes, please); and **3. Track record on other Water Quality Program funded projects**, etc. Points available to be assigned by evaluators based on description provided **and past experience with the project team (timely reporting, results, etc.): (-15 to +15)**

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B-3. Complete the **"'Project Budget and Timeframe"** and the **"Budget Worksheet"** provided below. Itemize any proposed equipment purchase as shown. All costs are to be based on total project costs. **Negative points may be assigned when costs are not commensurate with work needed, for example high staff time/other essential project cost ratios, etc.**

Points available **(-45 to +45)** to be assigned by evaluators based on the:

- Completeness **(-15 to +15)**
- Soundness of budget allocations to complete tasks and time needed for each task or element **(-15 to +15)**
- Clarity **(-15 to +15)**

Budget, Timeframe, and Budget Worksheet

Project Budget and Timeframe:

Tasks or Elements:	Cost	Months Needed
1. Project Administration and Management		
2.		
3.		
4.		
5.		
6.		
7.		
Total Project Cost/ months Needed to Complete		

Budget Worksheet:

Type of Expenditures:

Salaries:	$_____
Benefits (?% of Salaries):	$_____
Contracts:	$_____
Materials, Goods, and Services (List major items):	$_____
_____	$_____
_____	$_____
Total Materials, Goods, and Services	$_____
Equipment (Please list):	
_____	$_____
_____	$_____
Total cost of equipment:	$_____
Travel:	$_____
Other (Please Outline):	$_____
Total Direct Costs	$_____
Indirect Costs (Up to 25% of Salaries and Benefits):	$_____
Total Project Cost:	$_____

Funding Sources:

Funds Requested from Ecology:	$_____	
List other funding sources and amounts (including local funds, if any	$_____	Funding Source: _____
	$_____	Funding Source: _____
	$_____	Funding Source: _____
Total Project Cost:	$_____	

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III. Local initiatives you have taken that will help make your project a success (Category total: 120 points)

A. Explain necessary project prerequisites that have been addressed and other measures of your readiness to proceed. Considerations evaluators are likely to use are listed below.

Points available (-10 to +100) to be assigned by evaluators based on your description of the:

- Other water quality improvement projects undertaken by you and/or in the project area
- Comprehensive plans that address the need for the project completed in the last 5 years
- Preliminary local planning for the project
- Necessary land having been acquired
- Environmental permits received, SEPA compliance, status of needed permits, etc.
- Other measures of the readiness of the project to proceed

B. Explain how you intend to provide the required match for the grant and/or repay the loan (-5 to +20 points)

IV. State of Washington or Federal mandates that this proposed project addresses (Category total: 100 points)

A. Actually incorporated water conservation actions***

****For purposes of this application, water conservation* actions *for both activities and facilities are those project tasks or elements developed to reduce the flow of water (polluted or otherwise) to the waterbody(s) whose water quality impairment(s) is being addressed. To be fair to all applicants, negative points may be given for answers that cannot be verified.***

Answer A-1 or A-2 (not both)

A-1 If the proposed project involves design or construction of water pollution control facilities, how does the project specifically involve water conservation and/or the development of facilities to provide reclaimed water to replace potable water in non-potable applications thus reducing the flow of polluted water? Other actions, such as flow reduction during **any** step of the project should also be explained. **(-40 to +40)**

OR

A-2 If the proposed project involves nonpoint water pollution control activities, provide specific details on how water conservation is actually incorporated into the project proposed (e.g. conversion from ridge and furrow to drip irrigation). **(-40 to +40)**

B. Actual **remediation or prevention** efforts to be implemented by project. **To be fair to all applicants, negative points may be given for answers that cannot be verified.**

Answer B-1 or B-2 (Not both)

B-1. Provide specific details on how the proposed project primarily addresses an administrative order, specific discharge permit requirement, TMDL, etc. (activities and facilities may include but not be limited to riparian work, installation of woody debris public education and communication, facilities planning, design, and construction, etc. as the **remediation** of an **existing** problem. **(-60 to +60)**

OR

B-2. Provide specific details on how the proposed project is **primarily preventative rather than remediation** of an existing problem (e.g., education about preventing nonpoint pollution, construction in advance of effluent or water quality standard violation, activities along a stream etc., to ***prevent***, **not** correct, violations of water quality standards**. (-60 to +60)**

V. Local Priority-Setting Process (Category total: 100 points)

A "Statement of Agreed Priority" is to be submitted to Dan Filip according to the Local Priority-Setting Process. (Letters must be received no later than April 30, 2003).

THIS CONCLUDES PART 2

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FOR STANDARD REFINANCE PROJECT PROPOSALS ONLY

I. What was the overall water quality problem; how was the problem solved or addressed by the project; and is the project currently meeting its discharge permit requirement?

II. Was a "facilities plan", as defined in the Glossary of the Fiscal Year 2004 Funding Guidelines Volume One, for the project prepared by the applicant and approved by Ecology?

Yes ☐ No ☐

If NO, STOP HERE; your project is not eligible to compete for funding. Do not submit this application form.

III. Was the project in compliance with NEPA or the SRF State Environmental Review Process (SERP)?

Yes ☐ No ☐

If NO, STOP HERE; your project is not eligible to compete for funding. Do not submit this application form.

IV. Was the project financed with a bond(s); will the bond(s) be callable by March 5, 2003?

Yes ☐ No ☐

If No, will the bond(s) be callable by August 2, 2004? Yes ☐ No ☐

If Yes, enter the call date of the bond(s). _____

If NO, STOP HERE; your project is not eligible to compete for funding. Do not submit this application form.

V. Will the loan be used to advance refund the prior debt?

Yes ☐ No ☐

If YES, STOP HERE; your project is not eligible to compete for funding. Do not submit this application form.

VI. How was the project financed?

- General Obligation Bond ☐
- Revenue Bond ☐
- Bank ☐
- Public Works Trust Fund ☐
- US Department of Agriculture/Rule Development ☐
- Interlocal Fund Transfer ☐
- Other (Specify)_____ ☐

VII. Please provide the following financing information.

- Amount Borrowed: $_____
- Interest Rate: ___%
- Term in Years: ___
- Loan Principal Left to be Repaid: $_____ as of _____(Date)
- Date of Final Repayment: _____

VIII. Please provide the following annual wastewater treatment costs and residential information.

1. Estimated Annual Operation, Maintenance, and Equipment Replacement Costs.

   - Labor $_____
   - Utilities $_____
   - Materials and Supplies $_____
   - Outside Services $_____
   - Miscellaneous Expenses $_____
   - Equipment Replacement (e.g., Pumps, Vehicles) $_____
   - Other (Specify) $_____

2. Annual Debt Service on Loan to be Refinanced $_____

3. Annual Debt Service on any Other Wastewater Treatment Plant Loan(s) $_____

4. Non-Residential Share of Total Annual Wastewater Treatment Plant Costs $_____

5. Number of Residential Households _____

THIS CONCLUDES PART 3

APPLICATION INSTRUCTIONS FY 2004 WATER QUALITY FINANCIAL ASSISTANCE FUNDING CYCLE

All application forms and Funding Program Guidelines may be found electronically at:

http://www.ecy.wa.gov/programs/wq/funding/2004

PART 1 INSTRUCTIONS (for all projects.):

Questions 1-4: Self explanatory.

Question 5: "Applicant Staff Contact" – This should be the person who can be contacted for information about any questions that may arise regarding the project.

Question 6: "What is the population in the project area?" Generally this is the population within the overall boundary of the project area specifically targeted for project efforts.

If you are unsure of whether or not the project is located in a basin with salmonid stocks listed as threatened or endangered in accordance with the Endangered Species Act, information can be obtained using the following internet address:

http://www.nwr.noaa.gov/1salmon/salmesa/mapswitc.htm

The longitude and latitude of your project can be obtained using the following internet addresses or by other means:

http://www.mapquest.com/
or http://mapsonus.switchboard.com/)

Question 7: "Anticipated Start Date" – Remember that you may start the project at any time, however, loan or grant eligible costs (anticipated for Ecology reimbursement) cannot be incurred until after a loan or grant agreement is signed by Ecology. The agreement cannot be signed by Ecology until the Final Offer List is issued and formal loan or grant offer is made.

"Project Length" – Provide a timely, yet realistic estimate here and in Part 2. Remember, Ecology must use the funds for highest priority projects in a timely manner and there are limits on time extensions of the project length.

Question 8a: "For Nonpoint Water Pollution Control Projects," use Appendix A from Washington's *Water Quality Management Plan to Control Nonpoint Source Pollution, April, 2000, Amended 2002*, Ecology Publication Number 99-26, to identify 303(d) listed problem areas, impacted beneficial uses, or water quality programs to be addressed or implemented. Appendix A of the nonpoint management plan may be found electronically at the following address:

http://www.ecy.wa.gov/biblio/9926.html.

For further information about Appendix A of the Nonpoint Plan you may contact William Hashim (bhas461@ecy.wa.gov; (360.407.6551).

Question 8b: Self explanatory

Question 9: "Refinance" - If your request is to refinance a new project or partially completed project, fill out Application Part 1 and Part 2. If your request is to refinance a completed project, fill out Part 1 and Part 3.

Question 10: "Ecology Grant Request" - For water pollution control activity grants, the funding applicant must provide a local match of 25 percent of total eligible costs. If any part of the match is in the form of "in-kind" match (non-cash or non interlocal) the ceiling amount is limited to $250,000, while the ceiling amount is $500,000 if the match is all cash. Refer to Volume One, Chapter 7 of the Program Guidelines for more information on local matching requirements.

Questions 11 – 13: Self explanatory.

PART 2 INSTRUCTIONS (for ALL New and Interim Refinance Projects):

Use as much space as you need to provide the requested explanation or documentation. Space provided is expandable on the electronic version of the application, or you may attach additional sheets as needed.

Question I. A: Although a 50-word summary was provided in Part 1, please provide a detailed project summary. Be clear and concise as you summarize the problem – as you see it. Beneficial use impairments are a result of the problem and not the problem itself. Some problems might be agricultural waste runoff, sediment carried by irrigation return flows, inadequately treated sewage or stormwater, infiltration and inflow to sewers, insufficient water supply to meet or sustain existing minimum instream flows, or agricultural or industrial water supplies, etc. Some problems may need further identification (for example, algae blooms caused by sources of pollution to be determined by the project).

Relate the purpose of your proposal and the solution to the problem you are addressing. Evaluators not only assign points to your answer but also will use this answer as a frame of reference for comparison with subsequent answers, to help ensure that you have adequately defined the problem and solution, and to help understand the overall proposed project.

Question I. B: Even though the 2002 Section 303 (d) list undergoing revisions before being released, the 1998 list may be useful as you complete the question. It can be found at: http://www.ecy.wa.gov/programs/wq/303d/1998/wrias/1998_water_segs.pdf

Question I. C: **Regarding all impairments, specific description(s) must be provided, and the project must directly address the impairment to receive points. No proposal will likely receive points for all impairments, so please make certain that impairments described can be verified to avoid the potential of negative point assignments.**

Although Question 1. C. is largely self explanatory with applicants being able to explain in one or more narratives which beneficial use(s) the problem to be addressed impairs for a maximum of 150 points. This level is based on the cumulative total of those adequately described verifiable impairments according to the point allocation criteria. However, there are some points assignment clarifications:

- Providing uncontaminated drinking water is Ecology's highest priority in this portion of the evaluation system. Therefore, impaired Domestic Water Supplies is the only question on its own that can receive up to 150 points. Remember that Ecology cannot provide new or upgraded water supplies.

  (Documentation (advisories, lists, letters, etc. from the Washington State Department of Health regarding downgrades, unclassified status, or listings must be attached. Contact or Wayne Clifford at (360) 236-3307 @doh.wa.gov for more information on the classification status and documentation).

- Habitat impairments (ESA, etc) alone may receive up to 120 points.

- Shellfish harvesting areas alone may receive up to 120 points.

- "Other beneficial uses alone may receive up to a total of 50 points

Question I. D: Self explanatory (none are anticipated this year)

Question I. E: If the project is to develop or implement a Total Maximum Daily Load (TMDL) describe in accordance with the information in the application. Address in narrative format one of the four areas. (Points are not cumulative.)

For further information about location and status of TMDLs you may contact Ecology Regional Office TMDL Points of Contacts at: http://www.ecy.wa.gov/programs/wq/tmdl/contacts.html, or Ron McBride at (360) 407-6469, or rmcb461@ecy.wa.gov.

Question II. A.: Please explain specifically what you are going to do to address the problem(s). Points are cumulative; you will receive the sum of the three scores.

Question II. A. 1: List and explain the "Eventual Environmental Results" you are aiming for (a, b, or c, below) and how close your proposed project will come to achieving the results. Describe other projects needed to achieve the desired eventual environmental results and the status (stage of development, timing, funding, etc. of these projects).

(For example, you may be proposing livestock exclusion and riparian restoration, **but** in order to achieve water quality standards, a wastewater treatment plant must be upgraded to include nitrogen removal. The plant has an approved design and is applying for a construction loan this year).

"Eventual Environmental Results" are tangible environmental changes for the better, to be achieved or directly addressed by the proposed project. Specifically they are:

a. **Designated beneficial uses restored or protected --** i.e. Water Quality Standards met. Provide clear documentation (data) showing surface or ground water quality standard violations or seriously threatened (e.g. 303 (d) Listing or data showing probable listing) or
b. **"Severe Public Health Hazard" or "Public Health Emergency" eliminated** (See Glossary in Program Guidelines), or
c. **Regulatory compliance achieved** to address a compliance order, consent decree, etc. (attach a copy), or action taken to avert a probable threat to compliance. Provide clear documentation (data) of an imminent threat to violations of effluent standards. (0 to 20 points are to be assigned)

Question II. A. 2: Self explanatory

Question II. A. 3: Self explanatory

Question II. B 1: In the format provided for Task 1 describe tasks, activities, and required performance. Applicants are to explain how they will address the water quality problem(s) and impairments in a timely manner, including a description of any new or unique approach proposed using the format shown and include Task 1- Project Administration/Management.

Include information you have gathered to ensure that the project is not a duplication of efforts already undertaken, and that you are using best available science and engineering technology including proven scientific methods or practicable new or innovative technologies in your approach.

Discuss the timeframe for completion of the project and contingencies to ensure completion of the project in a timely manner.

Include a map of the project area, showing specifically where you intend to conduct specific activities. Computer generated, county, USGS maps of sufficient detail etc. are acceptable. Please legibly sketch the project area, specific activities planned, etc. on these maps. (0 to 150 points)

Question II. B. 2: You should assemble or will need to explain carefully the criteria for selecting a skilled project management team and outline its experience on projects like the one proposed. Ecology's past experience with the applicant regarding the ability of the project team to complete the proposed project may be used in the assignment of points. Highlight the team's qualifications and experience in completing similar grant or loan projects, including preparation of progress reports and completion of these projects in a timely manner, especially if Ecology has funded any of these projects. Resumes are not desired. If you have not yet selected the project management team, or describe the specific criteria to be used to select the project management team. Also identify any other agencies involved in the project and the nature of their contribution and level of commitment to the project (-15 to +15 points).

Question II. B. 3: The Proposed Project Budget and Timeframe is to be disaggregated by tasks or elements as noted above might include, for example, preliminary monitoring, fencing, riparian restoration, post-restoration monitoring, etc. A Task 1 for "Project Administration and Management" must be included. Tasks or elements might also include facilities planning, design, construction, construction management, preparation of O & M manual, etc. As you complete your Budget Worksheet note that the cost-effectiveness of tasks or elements may be considered by evaluators. (e.g. avoid staff-heavy implementation proposals, because negative points may be assigned to such proposals). List all equipment to be purchased and other line items noted (-45 to +45 points).

Question III. A.: This question is largely self explanatory. However examples of comprehensive plans, include statewide plans such as Washington's Water Quality Management Plan to Control Nonpoint Source Pollution, Statewide Strategy to Recover Salmon, etc; regional plans such as the Interior Columbia Basin Ecosystem Management Plan, the Puget Sound Water Quality Management Plan, etc.; local watershed management plans, such as Chapter 400-12 WAC plans, Watershed Planning Act plans (Chapter 90.82 RCW), or similar planning efforts. Sewer system and stormwater comprehensive plans, etc. can be referenced. Please provide documentation, as appropriate.

Question III. B: Self explanatory

Question IV. A: **Actual water conservation actions*****

> ****For purposes of this application, water conservation actions for both activities and facilities are those project tasks or elements developed to reduce the flow of water (polluted or otherwise) to the waterbody(s) whose water quality impairment(s) are being addressed. To be fair to all applicants, negative points may be given for answers that cannot be verified.**

Question IV. A. If the proposed project involves design or construction of water pollution control facilities, describe how your project will employ water reclamation technologies to provide reclaimed water in order to replace or supplement existing surface and ground water supplies and to assist in meeting the future water requirements (domestic non-potable applications; agricultural, industrial, recreational needs; fish and wildlife habitat creation, preservation and, enhancement; and preserve potable water for domestic uses). Other actions, such as flow reduction during any step of the project should also be explained.

OR

Question IV. B. If the proposed project involves nonpoint water pollution control activities, clearly explain how specific water conservation actions, such as flow reduction, are actually incorporated into the project proposed such as flow reduction (see definition above and in the Application Instructions (attached)

Question IV. B.: This question acknowledges the statutory recognition of both remediation of existing (compliance related) water quality problems, and preventive projects. Although some projects have both remediation and preventive components, answer only the question that best fits your project. Points will only be assigned for one answer.

Question IV. B. 1: For remediation efforts, describe and attach copies of court orders, enforcement orders, portions of discharge permits, and/or other regulatory orders that require the action(s) proposed in your project. Include required compliance schedules, TMDL implementation plans, etc.

Question IV. B 2: For preventive efforts, describe the preventive aspects of the project, (e.g. construction in advance of water quality standard violation). Activities along a stream to prevent-*not* correct violations of water quality standards, etc.

Question V. Local Priority-Setting Process (Category total: 100 points) A "Statement of Agreed Priority" is to be submitted to Dan Filip according to the Local Priority-Setting Process. (Letters must be received no later than April 30, 2003). Please refer to Appendices B and C to the FY 2004 Funding Guidelines for further explanation.

Part 3 Instructions (for Standard Refinance projects only):

Use as much space as you need to provide the requested explanation or documentation. Space provided is expandable on the electronic version of the application, or you may attach additional sheets as needed.

Question I.: Although a 50-word summary was provided in Part 1, please provide a detailed project summary. Be clear and concise as you summarize the problem – as you see it. Beneficial use impairments are a result of the problem and not the problem itself.

Some problems might be inadequately treated sewage, infiltration and inflow to sewers, etc

Question II.: Attach a copy of the approval letter for the facilities plan. Refinance projects must meet facility plan prerequisites to be eligible to compete for funding.

Question III.: Attach a copy of the NEPA or SERP approval letter. Refinance projects must meet NEPA or SERP prerequisites to compete for funding.

Question IV.: Your refinance project must meet bond prerequisites to compete for funding.

Question V.: Your refinance project must meet prior debt prerequisites to compete for funding.

Question VI.: Self explanatory

Question VII.: Enter date associated with the loan principal left to be repaid. Do not include interest.

Question VIII.: Do not include depreciation on equipment or buildings.